



## Wyoming Department of Education

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### MEMORANDUM NO. 2010- 169

**TO:** School District Superintendents

**FROM:** Joe Simpson  
Deputy Superintendent of Public Instruction

**DATE:** September 24, 2010

**SUBJECT:** 2010-2011 Accreditation Information

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#### FACTORS USED IN DETERMINING ACCREDITATION STATUS

The Wyoming State Board of Education (SBE) determines the accreditation status of every Wyoming school district. The Wyoming Department of Education (WDE) brings recommendations to the Wyoming State Board of Education based on the following factors:

- 1) **Staff Certification** (known as misassignments). Staff certification is a review of teachers, coaches, administration and licensed personnel. The issue with staff certification is that non-certified personnel cannot be paid with public funds. WDE has had the current system in place for 5 years. If a district has misassignment issues, the following accreditation recommendations are used:
  - a) Issues 1 of 5 years: Warning – Full Accreditation
  - b) Issues 2 of 5 years: Accreditation with Follow-up
  - c) Issues 3 of 5 years: Accreditation with Deficiencies
  - d) Issues 4 of 5 years: Accreditation with Deficiencies
  - e) Issues 5 of 5 years: Conditional Accreditation

If there are no staff certification issues in the current year, no lowered accreditation recommendation will be made to the SBE for this factor.

- 2) **NCA Accreditation Process.** During the 2010-2011 school year, districts that are staying with the NCA accreditation “school” model, WDE will visit at the district level to review the WDE 604 Assurances document. In the “school” NCA accreditation model, any school that receives a score of “2” in any NCA Standard, WDE will recommend a lowered district accreditation status.

Districts that are going with the new Wyoming NCA accreditation "district" model, all schools will be visited; however, school scores will not affect the district accreditation recommendation for **only** the 2010-2011 school year. Districts that are going through the Wyoming "district" model, district and school scores will not affect the WDE accreditation recommendation to the SBE.

**3) Assurances.** As mentioned in item number two above, assurances will be checked at the district level for all districts/schools going through the accreditation process during the 2010-2011 school year. Any non-compliance with an assurance may be used in determining a district's accreditation recommendation to the SBE.

**4) Body of Evidence (BOE).** During the 2009-2010 school year, several districts had BOE used as a factor in their accreditation recommendation. Those districts that did not meet the BOE requirements and had their accreditation status lowered will be monitored and BOE deficiencies must be met or BOE will be a factor in accreditation recommendations. **NOTE:** For all districts (not just the districts going through the accreditation process this year), implementation of BOE plans will be monitored. For any BOE questions, please contact Alan Moore at 307-721-1930, email [amoore@educ.state.wy.us](mailto:amoore@educ.state.wy.us).

**5) Systems issues.** Districts that have major systems issues with their operations such as budget and fiscal procedures, federal programs, sustainability of continuous improvement, etc., will have these factors used in WDE's district accreditation recommendations.

All Wyoming school districts will be reviewed on the above factors. WDE will make accreditation determinations by the end of May 2011 and districts will be notified of their recommended status. Any school districts that would like to attend the SBE in June 2011 will be welcome to do so. When we notify districts as to their accreditation recommendation, we will attach a SBE agenda to let you know the exact day and time of this action item.

If you have questions concerning the WDE accreditation recommendation process, please contact Joe Simpson at 307-777-7674, email [deputysupt@educ.state.wy.us](mailto:deputysupt@educ.state.wy.us) or Kay Post at 307-777-3498, email [kpost@educ.state.wy.us](mailto:kpost@educ.state.wy.us).

cc: State Board of Education  
Chair, District Board of Trustees